

SAN PEDRO PROPERTY OWNERS ALLIANCE BOARD OF DIRECTORS MEETING

MEETING MINUTES

August 18, 2008

**Meeting Location: San Pedro Chamber of Commerce
390 West 7th Street
San Pedro, CA 90731**

1. CALL TO ORDER – Eric Eisenberg, President 9:30 A.M.

The Agenda was drafted in error; the meeting was called to order by President Eisenberg at 9:00 A.M.

2. INTERIM BOARD -

Eric Eisenberg, President
Jayme Wilson, Vice President / Secretary
Alan Johnson, Treasurer
Camilla Townsend, Chamber of Commerce, Board Member
Ralph Hicks, Port of Los Angeles, Board Member
Lauren Cohen, Galaxy Commercial Holding, Board Member
Anthony Bilas, Board Member

*In attendance: Board Members – Eisenberg, Johnson, Townsend, Cohen
Excused absences – Wilson, Hicks, Bilas
Staff – Duckworth
Guests – Schlinder*

3. PUBLIC COMMENTS

This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects.

None.

4. OLD BUSINESS

- A. Report and re-affirmation of SPPOA Insurance Quote from Insurance West and Authorization for President and Interim Executive Director to Execute Documents Needed for Implementation

Interim Executive Director Duckworth distributed an updated summary matrix showing the results of the competitive insurance bid process that

has been conducted. Copies of e-mail materials from Insurance West were also distributed.

Motion: Eisenberg. 2nd Cohen. "SPPOA Board of Directors re-affirms its previous approval of the insurance quote from Insurance West and authorizes the Executive Director to execute documents as appropriate to initiate coverage as soon as possible." Approved unanimously.

5. NEW BUSINESS

- A. Discussion with Mr. Rick Stoff, Chrysalis Enterprises, re Historic Waterfront District Streetscape Maintenance

The SSPOA Board listened to a presentation by Mr. Rick Stoff who also answered questions about the capabilities of his company, Chrysalis Enterprises, to perform streetscape maintenance services for the Historic Waterfront District. No SPPOA action was taken.

- B. Report on Comments Re Downtown Long Beach Associates Security Program

- i. Operations Director Mary Coburn Schedule for Next SPPOA Meeting

No action.

- ii. When to Schedule Vendor (Block-by-Block) Presentation?

No action.

- C. Discussion Re Hollywood Entertainment District Security Services RFP

- i. When to Schedule Vendor (Andrews International) Presentation?

Mr. Bill Farrar of Andrews International will be scheduled to address the SPPOA Board at it next meeting.

6. EXECUTIVE DIRECTOR'S REPORT

- A. Overview Discussion of Future PBID Approval Milestones

- i. BID Ordinance Effective Date is 8/16/08; BID Administration Contract Effective Date is 9/1/08
- ii. Contract With City & SPPOA for PBID Administration
- iii. Insurance Coverage
- iv. SPPOA Bylaws Adoption

- v. Budget / Assessment Advance From City \$81,250 / 2008 Assessments
- vi. Letter to All Stakeholders & Solicitation for Participation

Interim Executive Director Duckworth presented the above milestones of BID implementation with updated information as available for the Board's information. A general discussion was held about these action points. No SSPOA Board action was taken.

B. Draft Press Release Re BID

Interim Executive Director Duckworth distributed a draft Press Release document regarding pending beginning of operations for the Historic Waterfront District. The Board discussed the document and determined that it was appropriate for use as needed. No formal SPPOA Board action taken.

C. Copy of E-mail From Warren Gunter

Interim Executive Director Duckworth distributed a copy of an e-mail from Warren Gunter asking questions about the SPPOA Bylaws. By consensus the Board agreed that Duckworth would respond.

7. NEXT MEETING

August 18, 2008 at 9:00 A.M. in the Chamber Board room.

The SPPOA Board discussed its future meeting schedule and undertook some thoughtful planning of dates. The Labor Day Holiday really creates a conflict for having the SPPOA's regular meeting on the first Wednesday of September. After considering all of the Board Member's calendars, it was decided that the first formal public meeting of the SPPOA would be held Wednesday September 24, 2008 at 9:00 A.M. The location for that meeting is yet to be determined. Thereafter, the regular SPPOA Board Meetings will normally be held on the first Wednesday of the Month at 9:00 A.M. beginning with October 1, 2008. The Board requested Duckworth to draft letters of invitation and notice for these dates.

8. ADJOURNMENT

12:00 Noon

The meeting was adjourned at 11:00 A.M.